

# User Guide for the ALS-NSCORT collection

## Internal documents series

### Background:

The Advanced Life Support – NASA Specialized Center Of Research and Training (ALS-NSCORT) center was a multi-university, inter-disciplinary research center based at Purdue whose purpose was to explore and develop ways of supporting long-term human habitation in outer space.

ALS-NSCORT and the Purdue Libraries have created a digital preservation system for the research materials generated by the ALS-NSCORT project within the Libraries institutional repository, e-pubs, for the purpose of preserving the work done by the center for the short term. Preserving the work done by ALS-NSCORT was done to assist in efforts to re-establish the ALS-NSCORT center at Purdue and to inform the future researchers of this center of the work that had been done and the progress that had been made.

The ALS-NSCORT collection is composed of three series:

- **Annual and Monthly Reports** – This series consists of reports made to sponsors and other agencies. These items are available in e-pubs to anyone.
- **Published Materials** – This series consists of information about the publications that resulted from the research done through ALS-NSCORT center. ALS-NSCORT is not the copyright holder of these publications and therefore these items are not available in e-pubs directly.
- **Internal Documents** – This series consists of documents, presentations, data, and other materials that were created and used as a part of the work that was done by ALS-NSCORT. This material is still actively being used and therefore access to these items is restricted to authorized individuals. To inquire about authorization please contact the project administrator, Dave Kotterman – [dkotter@purdue.edu](mailto:dkotter@purdue.edu).

Prior to being placed in the e-pubs repository most of what is now the internal documents series was housed in “Quickplace”, a software program that functioned as a content management system and a means of communication. In creating the digital preservation system for ALS-NSCORT’s materials, the Libraries sought to capture as much of the information listed about each item in Quickplace as possible.

### Metadata Fields for the Internal Documents Series:

#### Title:

This field is used to identify the title of the item as listed within the item itself. In cases where no clear title can be identified, the title of the entry made in ALS-NSCORT’s installation of Quickplace for the item will be used as a substitute.

#### Author:

This field is used to identify for all named authors of the resource as listed in the item itself. In cases where no author is clearly identified, ALS-NSCORT shall be listed as the corporate author.

**Description:**

This field is used to display an abstract of the item (if one exists) and an indication of its length, such the number of pages of the item, the number of slides or the number of worksheets.

**Provider Notes:**

This field is used to display any notes that were made about the item in ALS-NSCORT's installation of Quickplace. This field is optional.

**Related Documents:**

This field is used to identify any of the other items in the ALS-NSCORT internal documents series that are related or connected in some way with the item being described. These relationships were determined through examining the connections made between items within ALS-NSCORT's installation of Quickplace. This field is optional.

**Identifier:**

This field is used to denote the identifier given to the item by the preservation project team to manage the items within the collection and connect them with their metadata.

**Document Provided by:**

This field is used to denote the individual who uploaded the item into ALS-NSCORT's installation of Quickplace. This information was captured and is displayed to provide identification of individuals who had some kind of connection to the item, but who may not have been the author of the item. This field is optional.

**Date Created:**

This field is used to denote the date the item was created. In cases where this date could not be identified directly from the item itself (month/day/year) an approximate date of creation (month/year) is substituted. This approximation is based upon the date when the document was uploaded into the ALS-NSCORT's installation of Quickplace.

**Project Lead:**

This field is used to identify the individual who served as the leader of the project with which this document is identified. (see "project number" field).

**Focus Area:**

This field is used to identify which of the seven ALS-NSCORT's focus areas pertains to this item. The seven possible focus areas are:

- Solid Waste Resource Recovery
- Water Recycle and Air Revitalization
- Food Safety and Processing
- Edible Biomass/Crop Production
- Education and Outreach
- Systems Analysis and Integration
- Center Administration

### **Project Number**

This field is used to identify which of the eighteen ALS-NSCORT's projects pertain to this item.

The eighteen possible projects are:

- Project 0 – Center Operations
- Project 1 – STAR.
- Project 2 – Nitrogen Cycling in Advanced Life Support.
- Project 3 – LiFT.
- (There is no Project 4)
- Project 5 – Membranes.
- Project 6 – BREATHe.
- Project 7 – Biofiltration for Gaseous Trace Contaminant Removal for Advanced Life Support (BREATHe 2).
- Project 8 – Water Disinfection.
- Project 9 – Food Safety (pathogen detection).
- Project 10 – Tilapia.
- Project 11 – Crop Lighting Project. Project Lead: Cary Mitchell
- Project 12 – Fungi for Crop Waste Degradation/Edible Mushroom Production.
- Project 13 – Food Processing (storage and packaging of food).
- Project 14 – Food Safety 2 (food preparation and disinfection).
- Project 15 – Simulation Based Optimization Approach to Model and Design an Advanced Life Support System.
- Project 16 – Education.
- Project 17 – Mars Planetary Base Evolution Study (Mars ALS Roadmap)
- Project 18 - Plant-based Anaerobic-Aerobic Bioreactor Linked Operation (PAABLO)

### **Format**

This field contains information about the format of the item in the e-pubs repository. Please note that items that could be converted to PDF format without significantly affecting the layout, structure or content of the item were converted to PDF for the purpose of preserving the item.

### **Type**

This field is used to characterize the item according to its nature and purpose within ALS-NSCORT.

The five possible categories of types are defined as follows:

- Article - A scholarly, research or technical article whether published or unpublished.
- Dataset - The results of a simulation, a model or other numerically based outputs of research activities.
- Image - A visual representation other than text.
- Presentation – A document designed to share information about research, a particular project, or experiment at a conference or other venue.
- Text - A resource consisting primarily of words for reading, other than an “article” or “presentation” as defined above.

### **Publisher**

This field is used to identify the agency responsible for making the resource available.

### **Administrator**

This field is used to identify the administrator of the internal documents series of the ALS-NSCORT collection and to provide contact information for him or her. This is the individual to whom all questions and correspondence about the series should be addressed.

This is also the individual to whom requests for accessing the item itself should be addressed. (see the entry for the access field).

### **Series**

This field denotes which series the item has been assigned. It also lists how the item was categorized when it was housed in ALS-NSCORT's installation of Quickplace.

The possible series categories and sub-categories are:

- Communications
  - Portal Files
  - Power Point Template
  - Public Presentation
- Crop
  - General
- Food
  - Presentation Archive
- Management
  - External Advisory
  - Space Class
  - TIM Presentations
- Outreach
  - General
  - Mission Brownsburg-Houston Keep us Alive
  - Project Lead the Way-Done
  - Project Lead the Way-Old
  - Project Lead the Way-Outreach
  - Summer Fellowships
- Seminars
- Strategic Roadmap
  - General
  - Project Analysis
- Systems
  - ALS-NSCORT Roadmap
  - General
  - Interviews
  - Models
  - Project Planning
  - Research questions
  - Workshop
- Systems Archive
  - CHE 450 Spring 2003
  - Old Modeling
- Waste

- Room Index
- Waste General Posts
- Water-Air
  - General

### **Language**

This field identifies the language the item was written in.

### **Rights**

This field contains a statement informing users that the material they are viewing is owned by the publisher (or other rights holder of the material) and that they do not have the right to use, alter, distribute, etc. the document without prior approval from the publisher.

### **Access**

This field contains a statement notifying users that access to the item being described is limited to authorized individuals. Authorization to access items in the internal documents series is granted by the administrator (see the entry for the administrator field).

### **Notes**

This field may contain notes, observations, descriptions or other information about the item. The content of the notes field were written by the staff of the Libraries and not by members of ALS-NSCORT.

## **Finding Items: Browsing**

From the home page of e-pubs - <http://docs.lib.purdue.edu/>, click on "Departments and Centers at Purdue". Next scroll down until you see "Discovery Park" in the bulleted list. Beneath "Discovery Park" are links to the ALS-NSCORT collection.

Clicking on the first link, "Advanced Life Support - NASA Specialized Center of Research and Training (ALS-NSCORT)" will take you to a search box allowing you to search for materials in any of the three series.

Clicking on the other links, "Annual and Monthly Reports", "Published Materials" or "Internal Documents" will take you to a screen that displays the individual items within the series in reverse chronological order. It is also possible to browse items by the author's last name by typing in the last name of the desired author and clicking on "find".

## **Finding Items: Searching**

It is possible to search all of the items in e-pubs, including the ALS-NSCORT collection from the home page of e-pubs - <http://docs.lib.purdue.edu/>.

It is also possible to limit a search to just the ALS-NSCORT collection or just one of the three series of the collection. From the home page of e-pubs - <http://docs.lib.purdue.edu/>, click on "Departments and Centers at Purdue". Next scroll down until you see "Discovery Park" in the bulleted list. Beneath "Discovery Park" are links to the ALS-NSCORT collection.

Clicking on the first link, “Advanced Life Support - NASA Specialized Center of Research and Training (ALS-NSCORT)” will take you to a search box allowing you to search for materials in any of the three series. Clicking on the other links, “Annual and Monthly Reports”, “Published Materials” or “Internal Documents” will take you to a screen that displays the individual items within the series in reverse chronological order. Next, click on “search” which is located towards the top of the screen above the “browse by year” and “author last name” boxes. This will take you to a screen where you will be able to search for items within the series you selected.

No matter the scope of your search, be it everything in e-pubs, just the ALS-NSCORT collection or just one of the series in the ALS-NSCORT collection, searching using “simple search” matches your keywords with any field in the records for items in e-pubs.

Clicking on “advanced search” provides the opportunity to focus your search to a particular field. However, in order to meet the needs of ALS-NSCORT customized fields for each series had to be created. Many of these fields do not correspond to the fields listed in the advanced search options provided by e-pubs.

The following fields are compatible with the advanced search options:

- Last name
- First name
- Date
- Title
- Keyword (limited to items in the “published materials” series that have been assigned keywords)

For more information about the searching capabilities of e-pubs please click on the “help” icon (a blue button with a question mark inside) located above the search boxes.

## **Terms and Conditions of Use**

Materials within the internal documents series of the ALS-NSCORT collection are the original works of the ALS-NSCORT center. All rights reserved.

If the administrators of e-pubs are notified of a potential breach of copyright, or receive a complaint indicating a violation of publishers’ rules or other relevant concern, the item involved will be removed from e-pubs as quickly as possible pending further investigation. Where the grounds for complaint are considered plausible, the material will be withdrawn from the repository.

Access to the materials within the internal documents series of ALS-NSCORT collection is granted solely at the discretion of the administration of ALS-NSCORT.

The materials within the ALS-NSCORT collection may be downloaded only for personal, educational, or scientific use and are not to be publicly distributed. Anyone copying information is expected to adhere to the terms and conditions of copyright. Although content may be downloaded for personal use, redistribution or hosting of full-text content in another online retrieval system is prohibited. Copies of material may not be sold.